

BIG MOUNTAIN FIRE DISTRICT (BMFD) BOARD OF TRUSTEES
MEETING MINUTES DEC 12, 2022

CALL TO ORDER – 3:11PM

ROLL CALL – Board Trustees Sue Oemichen, Tony Patterson, Paul Silverman, Tom Sato, Steve Cosby; Chief Ben DeVall; Bookkeeper Tracy Armstrong (via Zoom); Firefighters Ken Wensel, Tommy Hodges

PREVIOUS MEETING MINUTES – Tom Sato made a motion to approve the Minutes from the Board meeting of Oct 27, 2022. Steve Cosby seconded the motion, and it was passed unanimously.

FIRE CHIEF REPORT –

- BMFD had an ambulance run review of four cases with Dr. Briles, Flathead County Medical Director. He answered questions and provided some positive and negative criticism on the reports which were created.
- The Department's 2021 Ambulance went to Kalispell Ford on November 25th for recall work. Calibration of the diesel particulate filter was performed.
- Firefighters Ken Wensel and Tommy Hodges participated in Big Mountain Ski Patrol training. Patrol called an hour before the session started, so no other BMFD staff were able to attend.
- Chief DeVall was asked to serve on the County's Emergency Medical Services (EMS) Board. It is uncertain whether he will be appointed, because the term begins at the end of December.
- The planned US Forest Service (USFS) prescribed burn was completed, although the entire area could not be burned because of rain in the late afternoon. Regardless, USFS officials were pleased with what was accomplished and plan to continue with the prescription program over the next few years.

- Kevin Wise has been assigning training to BMFD firefighters, and the staff is 100% compliant in completion.
- Firefighter Robert Sharp has ordered supplies for the upcoming season, and the firehouse is well stocked.
- Chief supplied to the Board a list of individuals who should be included when the Big Mountain secondary egress discussion begins.
- Chief sent a copy of the County Mutual Aid Agreement to Tony Patterson for review.
- Chief supplied a copy of the Big Mountain Firefighters Association (BMFA) tax audit to Board Chair Sue Oemichen. The information then was distributed to all Trustees.
- There is still no word on the mobile radio or Self-Contained Breathing Apparatus (SCBA) grants.
- Montana Truck Works is trying to track down an electrical issue with Engine 2031. For some reason, there may be doors open, and all interior lights come on.
- The District's annual Firewise renewal application has been submitted.
- The Firewise Board met and formulated an Action Plan for next year.

PUBLIC COMMENT – None

TREASURER'S REPORT –

Financials –

- The September and October 2022 Financial Reports were distributed to Board members under a separate cover prior to the December 12, 2022 meeting. Year-to-Date (YTD)

Fiscal Year (FY) 2023, the District should be at 41.7 %, and it is under on both income and expenses for the first two months of the FY, through October 2022.

- Discussion of Financial Statement notes, Statement of Net Assets, Balance Sheet, Statement of Activities, Labor Detail, and Budget vs Actual all were distributed to Board Trustees prior to the meeting.

FY23	Sept 2022	Oct 2022
Total Assets (Chkg/Savings) YTD	\$293,470.52	\$264,206.85
Total Income YTD	\$41,672.07 (6.5%)	\$56,700.42 (8.8%)
Total Expenses YTD	\$148,269.67 (21.1%)	\$188,174.88 (26.7%)
Net Ordinary Income YTD	\$(106,597.60) (-172.9%)	\$(131,474.46) (-213.3%)

Also discussed were the District's 5-Year Capital/Revenue/Expense Forecast, Insurance Service Office (ISO) Rating and upcoming 2024 ISO audit, and the BMFD Audit status. A motion was made by Tony Patterson to give final Board concurrence to the revised FY23 Budget Approval Resolution. The motion was seconded by Paul Silverman, and it was passed unanimously.

A motion to approve the Treasurer's Report was made by Tony Patterson and seconded by Paul Silverman. The motion was passed unanimously.

TRUSTEE REPORT –

- Firewise certification remains pending but should be received shortly.
- Regarding Collective Bargaining Agreement (CBA) negotiations, minor rewording on firefighter uniforms will be required. Extra firefighter shifts will be paid at time and a half.
- The Board is considering the addition of a new firefighter.
- A 3% or 4% automatic annual pay increase for firefighters is being considered. Colin Christopoulos is examining the numbers. Tony Patterson and Steve Cosby will make a recommendation on a final amount. A special Board meeting will be held per State of

Montana regulation to review the issue. Sue Oemichen will check to determine whether a public meeting is required.

OLD BUSINESS –

- BMFA financials, including tax returns have been examined and are in order.
- Tom Sato reported that the BMFD website is up and running. Sue Oemichen requested that Board Trustee names be added to the website. The site will also enable public communication via email. Fundraising is an additional function to be considered. Firefighter and Board member biographies may also be entered.
- Tom Sato will present a draft BMFD Newsletter to the Board for Winter 2022/2023. It will include a Community Bulletin Board, budget information, etc.
- Kevin Wise is preparing a Firefighter Training Plan report. It will address such matters as aircraft rescue, training assignments, equipment checks, fire/emergency medical services (EMS), and sexual harassment. Union rep Ken Wensel and Chief DeVall will also be involved in the effort. A training binder is in place at the Department, and a firefighter training list is also desirable.
- The Board will sponsor a community meeting to discuss a possible second egress off Big Mountain. In addition to Trustee participants, other invitees will include the County Public Works Director and District homeowner association (HOA) representatives. The meeting will be scheduled for late January.

NEW BUSINESS –

- Tony Patterson made a motion for the Board to approve the current operation of Mutual Aid Agreements. The motion was seconded by Steve Cosby, and it was passed unanimously.
- Tom Sato and Sue Oemichen are up for reelection to the Board and will submit applications soon.

- District policies on leave, vacation time, clothing/uniforms, and firefighter physicals will be discussed at the next Board meeting, following CBA completion.

FIREFIGHTER COMMENT – Ken Wensel noted that BMFD firefighters are pleased with CBA progress and Resort Tax deliberations.

NEXT MEETINGS – February 27, April 24, and June 26, 2023; all at 3pm.

ADJOURNMENT – A motion to adjourn was made by Paul Silverman and seconded by Tom Sato. The motion was passed unanimously, and the meeting adjourned at 5:10pm.